

**Western Australian Swimming Association Inc.
Trading as Swimming WA**

NOTICE TO SWIMMING WA MEMBERS

TO: Registered SWA Members
SWA Board Members
SWA Affiliated Regions
SWA Life Members
SWA Club Delegates (2020/21) – for information

FROM: Darren Beazley – Chief Executive Officer

DATE: 28th August 2020

SUBJECT: Call for Nominations for Elected Directors

SWA Members are advised that Swimming WA is calling for nominations for Elected Directors of the Board.

Positions to be Elected;

There is one (1) position of SWA Elected Director to be filled at the election to be conducted at the upcoming Annual General Meeting. The following Director's Terms expires at this year's AGM;

- Mr Louis van Aardt

The Swimming WA Board of Directors skills matrix identifies the skills, knowledge, experience and capabilities desired for the Board to enable it to meet both current and future challenges.

Please find attached the Swimming WA Board Skill Set Evaluation template. This document can be used to assist you to evaluate the skills and attributes of those Directors up for re-election and any new Elected Director nominations.

In order to maintain a balanced and effective Board, the current vacancy prescribe the desirable specialized skills for potential candidates seeking election at this time include but are not limited to one or more of the following;

- Legal
- Financial (Qualified)
- State/Local Government influence
- Human Resource Management
- Policy and Procedure
- Sales and Marketing
- Industrial Relations

Specialist skills are in addition to the broader skills and attributes described in the Director Position Statement attached with this communication.

Nomination for Elected Board Director;

Documentation is enclosed in respect of nominations for elected positions on the SWA Board.

Nominations for the **elected position/s** close **5:00pm Wednesday, 16 September 2020** and must be delivered to, or received by mail at the Swimming WA office by that date;

Attention: The Chief Executive Officer
Swimming WA
PO Box 205
Leederville WA 6903

Nominations, which may only be submitted on the correct form(s), must be signed and addressed to the Chief Executive Officer Mr. Darren Beazley and must include a CV of the nominee.

Following the closing date prior to the election process, the Swimming WA Board Nomination Committee will provide a list of all nominees with a short summary of experience, capabilities and strengths of all individuals who have been nominated.

Late nominations cannot be accepted.

Voting Method;

In accordance with SWA Constitution Section 23, Clause 23.2 (e);

"If the number of nominations received for the Board is equal to the number of vacancies to be filled or if there are insufficient nominations to fill all vacancies on the Board, then those nominated shall only be duly elected".

Should there be more than two (2) nominations for the vacant Elected Director positions, SWA Constitution Section 23, Clause 23.2 (f) shall apply;

"If the number of nominations exceeds the number of vacancies to be filled, a secret ballot shall be taken in such usual and proper manner as provided by the Constitution and By Laws."

In that eventuality, the SWA Board has determined that votes will be received by, and counted by, an independent third party and it has appointed Elections Australia Pty Ltd. to manage the online voting process.

The 2020 voting instructions, and relevant papers, will be distributed by **5:00pm Friday, 25 September 2020**. Electronically completed ballot papers must be registered with Elections Australia Pty Ltd. (as per instructions yet to be distributed), by no later than **12 noon Friday, 9 October 2020**. No other method of voting is acceptable.

Please have your Club Delegate Register with for SWA Membership via MySwimResults no later than **12:00pm 1 October 2020**. I look forward to your attendance at the 2020 AGM.

Your sincerely,



Darren Beazley
Chief Executive Officer